

TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: n/a

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF HOLLYWOOD FOR UNIFORM RENTAL SERVICE, SOUTHEAST FLORIDA COOPERATIVE PURCHASING GROUP BID NO. F-3939-05-RD.

REPORT IN BRIEF: A competitive bid was conducted for uniform rental service needed by employees of the Utilities Department, the Public Works Department, the Parks and Recreation Department, and the Special Projects Department. The City of Hollywood acted as lead agency for the Southeast Florida Cooperative Purchasing Group for this bid. Broward County received four (4) bids. The recommendation is for Unifirst Corporation who is the lowest responsive and responsible bidder. The initial contract is a two (2) year term with options to renew the agreement for two (2) additional two (2) year terms by mutual agreement of the parties. Extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

PREVIOUS ACTIONS: Not applicable

CONCURRENCES: The recommended award has been reviewed by the Bid Specification Committee and the Procurement Manager who concur with the decision to award to Unifirst Corporation.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: Commodity

Account Name: Operating Budget of Using Departments

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Award documentation from the City of Hollywood

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF HOLLYWOOD FOR UNIFORM RENTAL SERVICE, SOUTHEAST FLORIDA COOPERATIVE PURCHASING GROUP BID NO. F-3939-05-RD

WHEREAS, the Town is in need of uniform rental service for employees in the Utilities Department, the Public Works Department, the Parks and Recreation Department, and the Special Projects Department; and

WHEREAS, the City of Hollywood, acting as lead agency for the Southeast Florida Cooperative Purchasing Group, solicited sealed bids for such uniform rental service; and

WHEREAS, after review, the Town Council wishes to approve the bid awarded by the city of Hollywood to Unifirst Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby approves the bids awarded by the City of Hollywood to Unifirst Corporation in accordance with unit prices identified in Attachment "A".

SECTION 2. The Town Council hereby authorizes the expenditure from the operating budgets of using departments.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2005

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2005

F-3939-05-RD

BID FIRM UNIT COST, INCLUDING PICKUP AND DELIVERY SERVICE**GROUP 1 - UNIFORMS**

OPTION I: Twice Weekly Service, Inventory of Six (6) Uniform Sets per Employee

	<u>Est'd No. of</u> <u>Employees</u>	<u>Description</u>	<u>Est'd Weekly</u> <u>Cost Per Emp.</u>	<u>Est'd Annual</u> <u>Cost</u>
A.	120	Weekly Uniform Service as described herein	\$ <u>3.35</u>	\$ <u>20,904.</u>
B.	5	Weekly Lab Coat Service	\$ <u>1.75</u>	\$ <u>455.</u>
C.	10	Weekly Coverall Service	\$ <u>2.80</u>	\$ <u>1,456.</u>
		Subtotal Option I	Annual Cost	\$ <u>22,815.</u>

OPTION II: Weekly Service, Inventory of Eleven (11) Uniform Sets per Employee

D.	2800	Weekly Uniform Service as described herein	\$ <u>3.10</u>	\$ <u>451,360.</u>
E.	30	Weekly Lab Coat Service	\$ <u>1.75</u>	\$ <u>2,730.</u>
F.	35	Weekly Coverall Service	\$ <u>2.80</u>	\$ <u>5,096.</u>
		Subtotal Option II	Annual Cost	\$ <u>459,186.</u>
		GRAND TOTAL		\$ <u>482,001.</u>

Award of Bid will be based upon Lowest Responsive and Responsible Bid for Options I and II.

GROUP 2 - ADDITIONAL ITEMS

PRICING FOR ADDITIONAL ITEMS:

	<u>Est'd Wkly</u> <u>Quantities</u>	<u>Description</u>	<u>Est'd Wkly</u> <u>Cost Per Unit</u>
G.	100	Shop Wipers as specified herein	\$ <u>.09</u>
H.	10	Fender Covers as specified herein	\$ <u>.85</u>
I.	4	Continuous Roll Towels as specified herein	\$ <u>3.50</u>
J.	2	Roll Towel Cabinet Rental	\$ <u>0</u>
K.	450	Bath Towel Rental	\$ <u>1.00</u>
L.	120	Wash Cloth Rental	\$ <u>.50</u>
M.	20	Weekly Walk off Mat Rental 3'x5'	\$ <u>3.00</u>
N.	30	Weekly Walk off Mat Rental 4'x6'	\$ <u>4.00</u>
O.	10	Weekly Walk off Mat Rental 3'x10'	\$ <u>5.00</u>

P.	125	Bi-Weekly Walk off Mat Rental 3'x5'	F-3939-06-RD \$ <u>4.50</u>
Q.	100	Bi-Weekly Walk off Mat Rental 4'x6'	\$ <u>6.00</u>
R.	25	Bi-Weekly Walk off Mat Rental 3'x10'	\$ <u>7.50</u>

GROUP 1 - UNIFORMS**ALTERNATIVE ITEMS/ADDITIONAL CHARGES**

Please provide a per item cost to include weekly service for standard, additional or substitute items as indicated.

Cost per week per additional Uniform Set (Trousers & Shirt)	\$ <u>.28</u> EA.
Cost per week per Standard Uniform Set (Shirt only)	\$ <u>.11</u> EA.
Cost per week per Standard Uniform Set (Trousers only)	\$ <u>.17</u> EA.
Additional charge for 100% Cotton Shirt	\$ <u>.50</u> EA.
Additional charge for 100% Cotton Trousers	\$ <u>.50</u> EA.
Additional charge for substitution of Shorts for Trousers	\$ <u>.50</u> EA.
Additional charge for substitution of Men's Trousers (Dress Pants) for Trousers	\$ <u>.50</u> EA.
Additional charge for substitution of Women's Trousers (Dress Pants) for Trousers	\$ <u>.50</u> EA.
Additional charge for substitution of Skirt for Trousers	\$ <u>.50</u> EA.
Additional charge for substitution of Guard Shirt for Standard Shirt	\$ <u>.50</u> EA.
Additional charge for substitution of Golf Shirt for Standard Shirt	\$ <u>.50</u> EA.
Additional one time charge per shirt to furnish and attach American Flag Embroidered Emblem	\$ <u>1.50</u> EA.
Additional charge for size XXL Shirt or larger	\$ <u>.50</u> EA.
Additional charge for size 44 Trousers or larger	\$ <u>.50</u> EA.
Additional charge for Pleated Trousers	\$ <u>.50</u> EA.
Additional charge for Button-down, Oxford Cloth Shirt	\$ <u>.50</u> EA.

GROUP 2 - OTHER ITEMS**ALTERNATIVE ITEMS/ADDITIONAL CHARGES**

Cost per lost Bath Towel	\$ <u>3.00</u> EA.
Cost per lost Wash Cloth	\$ <u>2.00</u> EA.

Please provide replacement cost price listing for all items listed in bid to include alternative items. Participating agencies will assume replacement costs only for those items lost or abused by agency personnel. Items which become unserviceable due to normal usage or otherwise shall be replaced at no cost to Buyer.

Number of calendar days required prior to start of service following notification of award. 45 days

PLEASE RETURN AN ORIGINAL AND THREE COPIES OF ENTIRE BID DOCUMENT IF NOT SUBMITTING BID ON-LINE.

RESOLUTION NO. R-2005-161

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO EXECUTE THE ATTACHED BLANKET PURCHASE ORDER BETWEEN UNIFIRST CORPORATION AND THE CITY OF HOLLYWOOD FOR UNIFORM RENTAL SERVICE FOR A TWO (2) YEAR PERIOD FOR AN ESTIMATED ANNUAL EXPENDITURE OF \$54,808.00.

WHEREAS, the Departments of Public Works, Public Utilities and Fire Rescue and Beach Safety require a Uniform Rental Service Agreement for approximately three hundred forty (340) General Employees, in accordance with Article 23, Section 3 of the Employee Organization Agreement; and

WHEREAS, on March 1, 2005, Notice of Availability of Cooperative Bid Number F-3939-05-RD was posted on the City's Website as well as the DemandStar Network and notice was mailed to all current City of Hollywood Uniform Rental Vendors and all appropriate City of Hollywood Occupational License holders; and

WHEREAS, the City of Hollywood acted as lead agency for thirteen (13) participating members of the Southeast Florida Governmental Cooperative Purchasing Group in issuing Cooperative Bid Number F-3939-05-RD for Uniform Rental Service; and

WHEREAS, Purchasing Ordinance 38.46 allows that, the Director shall have the authority to join other governmental entities in cooperative purchasing plans when the best interest of the City would be served; and

WHEREAS, Cooperative Bid Number F-3939-05-RD was opened at 3:00 P.M. on April 6, 2005, and resulted in responses from four (4) bidders:

Unifirst Corporation Pompano Beach, Florida	\$54,808.00
Spirit Service Company Pompano Beach, Florida	\$60,996.00
Aramark Uniform Services Burbank, California	\$70,366.40

RESOLUTION -- AUTHORIZING AN AGREEMENT FOR UNIFORM RENTAL SERVICE

G & K Services
Fort Lauderdale, Florida

\$116,688.00

; and

WHEREAS, the amounts listed above pertain only to the City of Hollywood requirements and not the other twelve (12) participating agencies; and

WHEREAS, Unifirst Corporation was determined to be the lowest responsive, responsible bidder; and

WHEREAS, a check of references provided indicates that Unifirst Corporation is capable of satisfactorily meeting all service requirements; and

WHEREAS, after all Bids received were evaluated, the participating Departments and the Assistant Director of Budget and Procurement Services have recommended that the City Commission approve award of the attached Blanket Purchase Order to the lowest responsive, responsible bidder, Unifirst Corporation of Pompano Beach, Florida for a two (2) year agreement with option to renew for two (2) additional two (2) year periods for an estimated annual amount of \$54,808.00 based upon firm unit prices; and

WHEREAS, funding has been provided in the fiscal year 2005 budget in various account numbers and will be budgeted in fiscal years 2006 and 2007;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA:

Section 1: That it hereby approves and authorizes the execution, by the appropriate City Officials, of the attached Blanket Purchase Order between Unifirst Corporation and the City of Hollywood, together with such non-material changes, if any, as may be acceptable to the City Manager and approved as to form and legality by the City Attorney.

This space intentionally left blank.

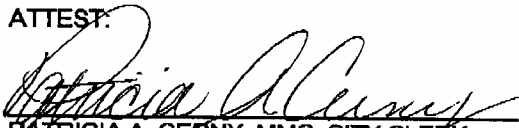
RESOLUTION – AUTHORIZING AN AGREEMENT FOR UNIFORM RENTAL SERVICE

Section 2: That this resolution shall be in full force and effect immediately upon its passage and adoption.

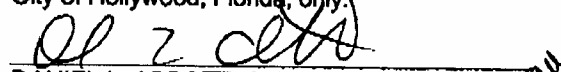
PASSED AND ADOPTED this 18 day of May, 2005.


MARA GIULIANTI, MAYOR

ATTEST:


PATRICIA A. CERNY, MMC, CITY CLERK

APPROVED AS TO FORM AND LEGALITY
for the use and reliance of the
City of Hollywood, Florida, only.


DANIEL L. ABBOTT, CITY ATTORNEY

h:\danette\data\res3939\Uniform.doc

* * * * *

THIS PAGE
INTENTIONALLY
LEFT BLANK

* * * * *